

**City of Manchester, New Hampshire  
Board of Fire Commissioners**

***Minutes of the Regular Monthly Meeting***

**Date:** Tuesday, March 9, 2010

**Location:** Central Fire Station-100 Merrimack Street

**Board Members Present:** Commissioners Paul Harrington, Gregg Timbas, James Triantafillou, Robert Haley and William Whitmore. The meeting was called to order at 8:31 am. Mayor Theodore Gatsas was also present.

**Also Present:** Chief Burkush, Deputies Campasano, District Chief O'Reilly, Jody Rivard and Linda Miccio.

***A moment of silence was observed.***

***Minutes of the Previous Meeting:***

Minutes were accepted by a motion Whitmore/Triantafillou

***Correspondence:***

***Reports:***

Reports accepted by a motion Timbas/Triantafillou

***Division Reports:***

**Chief Burkush reported on the following:**

- Beginning on Thursday, March 4, 2010, the department responded to 656 storm related incidents-fire, leaks, floods and wires down from Thursday evening's windstorm. 180 cellars were pumped out in the aftermath of the storm.
- The EOC was activated on Friday, March 5, 2010 after city-wide devastation and flooding from the windstorm with Alderman Lopez, Acting Administer in Mayor Gatsas absence. Varney Street apartment evacuated some citizens to the Cashin Senior Center where there were no showers for the evacuated.
- Deputy Chief Goonan will collect data for cost recovery associated with the windstorm from FEMA.

Mayor Gatsas commended all city departments for "rolling up their sleeves" to get the work done in the aftermath of the windstorm. Commissioner Harrington acknowledged appreciation of the Mayor's comments.

- Chief Burkush announced that the Mayor's Budget will be presented on March 23, 2010 with adoption going forward on April 7, 2010.

- Six recruits were hired and will be sworn in on March 15<sup>th</sup> and they begin recruit school on March 22, 2010. Captain Martineau and Fire Training Instructor Field will conduct the training.
- The department has submitted to the Human Resource Committee correspondence requesting that the Fire Training Instructor change to Fire Training Officer to include rank within the job description.
- Ordinance change before BMA to change Master Box and False Alarm revenues.

**Deputy Campasano reported on the following:**

See attached report.

**Deputy Chief Goonan reported on the following:**

- Chief Burkush read the report in Deputy Goonan's absence.
- Truck 3 went back in service on March 8<sup>th</sup>.
- Truck 6 will be out of service at the end of April for repairs.
- New Rescue 1 should be ready on March 23, 2010.
- One grievance pending regarding sick leave deduction on Wednesdays.
- The Chief discussed the outcome of the up one back 2 grievances that the Police Union won, which is contradictory to the outcome of the Fire Union grievance for the same up one back 2. The BMA is looking into this matter.

Commissioner Harrington commented on truck accident Boston that claimed the life of a firefighter. The department performs daily inspections and logs information that follows NFPA and DOT regulations.

**District Chief Ed O'Reilly reported on the following:**

See attached report.

**Communications Report**

See attached.

- Mayor Gatsas requested that department look into the cost a new tower as a means of generating revenue.

**Old Business:** None

**New Business:** There is a mandatory pre-bid conference on March 12<sup>th</sup> with three ambulance companies.

**Executive Session:** Not necessary

**Adjournment:** 9:04 am on a motion Triantafillou/Haley. Next meeting is scheduled for April 13, 2010 at 8:30 am.

Transcribed by Linda Miccio

Respectfully submitted,

Robert Haley, Clerk

# **City of Manchester, NH**

## **Board of Fire Commissioners**

### **Meeting Agenda**

Scheduled Meeting Date: **Tuesday, March 9, 2010**

Scheduled Time & Place: **8:30 AM – Central Fire Station**

#### **Agenda Items:**

- A. Moment of Silence
- B. Review of the minutes of the previous meeting
- C. Reports for the month (distributed at meeting)
- D. Correspondence:
  - 1. Letter of appreciation from Henry Wilson School Community Center.
  - 2. Letter of appreciation from Manchester Police Chief David Mara.
  - 3. Letter of appreciation from Nashua Fire Rescue.
  - 4. Letter of appreciation from Diane M. Chase.
  - 5. Letter of recognition from Mayor Theodore Gatsas.
  - 6. Letter of appreciation from Fire Chief George Klauber.
- E. Division Reports:
  - 1. Report from Chief James Burkush.
  - 2. Report from Deputy Chief Nicholas Campasano.
  - 3. Report from Deputy Chief Daniel Goonan.
  - 4. Report from District Chief Ed O'Reilly.
  - 5. Report of the Communications Division.
- F. Local #856 and/or MAFS business:
- G. Old Business
- H. New Business
- I. Executive Session (if warranted)

## MFD

## Manchester Incident Report by type

Alarm Date Between {02/01/2010} And {02/28/2010}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	142	8.72%	\$0	0.00%
	142	8.72%	\$0	0.00%
<b>1 Fire</b>				
100 Fire, Other	5	0.30%	\$1,500	4.16%
111 Building fire	9	0.55%	\$32,500	90.27%
113 Cooking fire, confined to container	1	0.06%	\$0	0.00%
114 Chimney or flue fire, confined to chimney	1	0.06%	\$0	0.00%
116 Fuel burner/boiler malfunction, fire	3	0.18%	\$0	0.00%
131 Passenger vehicle fire	3	0.18%	\$2,000	5.55%
140 Natural vegetation fire, Other	1	0.06%	\$0	0.00%
141 Forest, woods or wildland fire	1	0.06%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	2	0.12%	\$0	0.00%
143 Grass fire	1	0.06%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.06%	\$0	0.00%
154 Dumpster or other outside trash receptacle	1	0.06%	\$0	0.00%
	29	1.78%	\$36,000	100.00%
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
200 Overpressure rupture, explosion, overheating	1	0.06%	\$0	0.00%
212 Overpressure rupture of steam boiler	1	0.06%	\$0	0.00%
221 Overpressure rupture of air or gas	1	0.06%	\$0	0.00%
251 Excessive heat, scorch burns with no	2	0.12%	\$0	0.00%
	5	0.30%	\$0	0.00%
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	59	3.62%	\$0	0.00%
311 Medical assist, assist EMS crew	27	1.65%	\$0	0.00%
321 EMS call, excluding vehicle accident with	762	46.80%	\$0	0.00%
322 Motor vehicle accident with injuries	39	2.39%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	3	0.18%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	29	1.78%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	0.06%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	6	0.36%	\$0	0.00%
381 Rescue or EMS standby	1	0.06%	\$0	0.00%
	927	56.94%	\$0	0.00%
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	10	0.61%	\$0	0.00%

## MFD

## Manchester Incident Report by type

Alarm Date Between {02/01/2010} And {02/28/2010}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>4 Hazardous Condition (No Fire)</b>				
410 Combustible/flammable gas/liquid condition,	3	0.18%	\$0	0.00%
411 Gasoline or other flammable liquid spill	3	0.18%	\$0	0.00%
412 Gas leak (natural gas or LPG)	5	0.30%	\$0	0.00%
413 Oil or other combustible liquid spill	1	0.06%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.06%	\$0	0.00%
424 Carbon monoxide incident	6	0.36%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	2	0.12%	\$0	0.00%
441 Heat from short circuit (wiring),	2	0.12%	\$0	0.00%
444 Power line down	29	1.78%	\$0	0.00%
445 Arcing, shorted electrical equipment	12	0.73%	\$0	0.00%
	<b>74</b>	<b>4.54%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	22	1.35%	\$0	0.00%
510 Person in distress, Other	2	0.12%	\$0	0.00%
511 Lock-out	1	0.06%	\$0	0.00%
520 Water problem, Other	28	1.71%	\$0	0.00%
521 Water evacuation	36	2.21%	\$0	0.00%
522 Water or steam leak	11	0.67%	\$0	0.00%
531 Smoke or odor removal	3	0.18%	\$0	0.00%
550 Public service assistance, Other	5	0.30%	\$0	0.00%
551 Assist police or other governmental agency	2	0.12%	\$0	0.00%
552 Police matter	4	0.24%	\$0	0.00%
554 Assist invalid	3	0.18%	\$0	0.00%
555 Defective elevator, no occupants	1	0.06%	\$0	0.00%
561 Unauthorized burning	3	0.18%	\$0	0.00%
571 Cover assignment, standby, moveup	3	0.18%	\$0	0.00%
	<b>124</b>	<b>7.61%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	57	3.50%	\$0	0.00%
611 Dispatched & cancelled en route	6	0.36%	\$0	0.00%
621 Wrong location	1	0.06%	\$0	0.00%
622 No Incident found on arrival at dispatch	4	0.24%	\$0	0.00%
641 Vicinity alarm (incident in other location)	1	0.06%	\$0	0.00%
651 Smoke scare, odor of smoke	22	1.35%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be	3	0.18%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.06%	\$0	0.00%
	<b>95</b>	<b>5.83%</b>	<b>\$0</b>	<b>0.00%</b>

## MFD

## Manchester Incident Report by type

Alarm Date Between {02/01/2010} And {02/28/2010}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	9	0.55%	\$0	0.00%
711 Municipal alarm system, malicious false	7	0.43%	\$0	0.00%
712 Direct tie to FD, malicious false alarm	2	0.12%	\$0	0.00%
730 System malfunction, Other	34	2.08%	\$0	0.00%
731 Sprinkler activation due to malfunction	4	0.24%	\$0	0.00%
732 Extinguishing system activation due to	1	0.06%	\$0	0.00%
733 Smoke detector activation due to	17	1.04%	\$0	0.00%
734 Heat detector activation due to malfunction	2	0.12%	\$0	0.00%
735 Alarm system sounded due to malfunction	25	1.53%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.06%	\$0	0.00%
740 Unintentional transmission of alarm, Other	18	1.10%	\$0	0.00%
741 Sprinkler activation, no fire -	7	0.43%	\$0	0.00%
743 Smoke detector activation, no fire -	29	1.78%	\$0	0.00%
744 Detector activation, no fire -	5	0.30%	\$0	0.00%
745 Alarm system activation, no fire -	9	0.55%	\$0	0.00%
	<b>170</b>	<b>10.44%</b>	<b>\$0</b>	<b>0.00%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>				
800 Severe weather or natural disaster, Other	6	0.36%	\$0	0.00%
812 Flood assessment	4	0.24%	\$0	0.00%
813 Wind storm, tornado/hurricane assessment	42	2.57%	\$0	0.00%
	<b>52</b>	<b>3.19%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				
900 Special type of incident, Other	9	0.55%	\$0	0.00%
911 Citizen complaint	1	0.06%	\$0	0.00%
	<b>10</b>	<b>0.61%</b>	<b>\$0</b>	<b>0.00%</b>

Total Incident Count: 1628

Total Est Loss:

\$36,000

HENRY WILSON SCHOOL  
COMMUNITY CENTER

401 Wilson Street  
Manchester, New Hampshire 03103  
(603) 624-6350

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FEB 09 2010

MANCHESTER FIRE DEPT

**Manchester, Fire Department  
100 Merrimack Street  
Manchester, New Hampshire, 03101  
January 8, 2010**

To The Fire Department

I am writing on behalf of the Wilson Elementary School Community and the children that you sponsored for the holidays. We truly appreciate your efforts and the extraordinary generosity shown by your staff. I know for some families that your kindness provided them with not only a wonderful Christmas for their children, materially, but also with a sense of hope during these very dismal times. Your benevolence and efforts are greatly valued by the school and community as well as these children and their families. Thanks again for assisting these families during the holiday season.

Best Wishes for a Happy and Healthy 2010!

Sincerely,

Jane Pinard/ Social Worker  
Wilson Elementary School

Cc: Linda Durand/ Principal



*Chief of Police*

David J. Mara

*Assistant Chief*

Gary T. Simmons



*Commission*

Thomas J. Hammond

Calvin T. Cramer

Richard M. Bunker

Jerome B. Duval

Woullard H. Lett

*Executive Secretary*

Kim R. Demers

**CITY OF MANCHESTER**  
*Police Department*

February 11, 2010

Chief James A. Burkush  
Manchester Fire Department  
100 Merrimack Street  
Manchester, NH 03101

Dear Chief Burkush:

On January 28, 2010, the Manchester Police Department staged an emergency evacuation drill of the police facility, with the simulated scenario complemented by assistance from members of your department. At the conclusion of the drill, facilitators from both my department and yours met for an after-action critique of the proceedings.

I would like to thank you for allowing personnel from the Fire Prevention Bureau and Engine 11 to assist with the evacuation drill. Your staff added a degree of realism to the simulated emergency scenario and their professional conduct throughout the exercise is to be commended. I very much appreciate the time and effort of your staff in assisting with the drill.

Please extend my gratitude to Capt. Scott Merrill, and firefighters Mike Leafe, Sean Wescott, and Andy Biron for participating in the live simulation. I also extend my gratitude to Chief of Fire Prevention Edward O'Reilly for his assistance, especially for taking the time to draft an after-action report of the event for our files.

Sincerely,

David J. Mara  
Chief of Police

kd

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FEB 17 2010

MANCHESTER FIRE DEPT

Ralph Miller Public Safety Center  
351 Chestnut Street • Manchester, New Hampshire 03101 • (603) 668-8711 • FAX: (603) 668-8941  
E-mail: [ManchesterPD@manchesternh.gov](mailto:ManchesterPD@manchesternh.gov) • Website: [www.manchesterpd.com](http://www.manchesterpd.com)

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



Jim,

*On behalf of Nashua Fire Rescue, I would like to express our sincere appreciation to Manchester Fire Engine 1, Aerial Truck 6 for their assistance at the scene of our 5th Alarm on Sunday, February 7<sup>th</sup>.*

*It is extremely gratifying to know that we can count on our Mutual Aid neighbors in our special times of need.*



Chief Brian Morrissey  
Nashua Fire Rescue



DIANE M. CHASE

February 16, 2010

Mr. James Burkrush, Chief  
Manchester Fire Department  
100 Merrimack Street  
Manchester, NH 03109

Dear Chief Burkrush:

We had occasion to request the services of the Manchester Fire and Rescue personnel yesterday when our home filled up with carbon monoxide and our friend, who was doing some work for us, suffered carbon monoxide poisoning. During our six years living in Manchester, we have had your personnel visit our home on prior occasions when our carbon monoxide detectors (3 different models) malfunctioned and generated false alarms. On those occasions, fire fighters tested our home for carbon monoxide and were nothing but gracious and respectful despite being called out on what turned out to be false alarms. As a result of all the malfunctions, we disposed of the last detector and had not yet replaced it when yesterday's unfortunate event occurred.

Yesterday, their services really were needed and they were, once again, respectful, caring, considerate and incredibly efficient. They transported our friend for further medical attention and opened our home and cleared it of all toxic gas. Our neighbors invited us in out of the cold and the fire and rescue personnel came there to check on my husband and myself to be sure we hadn't suffered carbon monoxide poisoning as well. They then came back to our neighbor's home to let us know when our home was clear and it was safe to return to it.

In addition to wanting to commend you on the quality men and women who serve under you, I would also love to know how to contribute directly to the Department. Do you have a fund for helping personnel who are injured on the job or for purchasing items not included in the City budget? If so, could you contact me with the information so that I can make a donation? I get phone calls asking for donations to police and fire funds, and have sent

54 Madison Way  
Manchester, NH 03109

Phone: 603-666-6645  
Email: dchase333@comcast.net

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FEB 18 2010

MANCHESTER FIRE DEPT

them money in the past, but the nature of the calls (overly friendly, way too familiar) has made me very suspicious as to the organization's legitimacy and I have stopped sending them money and repeatedly requested that they take me off their list. The fact that they have not done so only makes me more suspicious as I know that legitimate fundraisers must, by law, remove you from their call lists if you request that they do so. Thus, I would really appreciate any information you can provide regarding ways to help our City service people in a way that ensures that all of the donation goes to help their organizations and not to pad the coffers of professional (and possibly not even legitimate) fund raisers.

Thanks in advance for your help and again, thanks for the part that you play in our City's Fire and Rescue personnel being such a wonderful, dedicated, well-trained, and efficient group of men and women.

Sincerely,

A handwritten signature in cursive script that reads "Diane M. Chase". The signature is written in black ink and is positioned below the word "Sincerely,".

Diane M. Chase

Cc: Mayor Ted Gatsas

51714

FDID

NH

State

2

Incident Date

15

2010

ROC

Station

10-1002079

Incident Number

000

Exposure

Responding  
Units/Personnel

Unit	Notify Time	Enroute Time	Arrival Time	Cleared Time
AM1 ALS-1	12:52:38	12:54:02	12:59:52	13:31:11

Staff ID\Staff Name	Activity	Rank	Position	Role
200272 ALS1, Personnel	Incident Respons			

AM3 ALS-3	13:23:33	13:24:55	13:34:35	13:57:01
Staff ID\Staff Name	Activity	Rank	Position	Role
200269 ALS3, Personnel	Incident Respons			

DC1 District Chief	13:38:36	13:38:37	13:45:04	13:56:26
Staff ID\Staff Name	Activity	Rank	Position	Role
200036 Poulin, Alfred P	Incident Respons	District Ch	District Chi	

E8 Engine 8	12:52:38	12:54:30	12:57:15	14:06:12
Staff ID\Staff Name	Activity	Rank	Position	Role
200018 Lawrence, Mark J	Incident Respons	Lieutenant	Officer	
200092 Bouchard, Bruce G	Incident Respons	Firefighter	Plateman	
200237 Shea, Matthew J	Incident Respons	Firefighter	Driver	
200278 Denholm, Kurt A	Incident Respons	Firefighter	Plateman	

R1 Rescue 1	13:37:23	13:38:00	13:45:00	14:03:55
Staff ID\Staff Name	Activity	Rank	Position	Role
200015 Smith, Paul J	Incident Respons	Lieutenant	Officer	
200154 Welch, Robert W	Incident Respons	Firefighter	Plateman	
200190 Guay, Joshua B	Incident Respons	Firefighter	Plateman	
200255 Wilkinson, Jeffrey T	Incident Respons	Firefighter	Driver	

T7 Truck 7	13:01:56	13:04:25	13:12:22	14:05:56
Staff ID\Staff Name	Activity	Rank	Position	Role
200108 Provencher, James R	Incident Respons	Firefighter	Driver	
200144 Starr, Jonathan R	Incident Respons	Lieutenant	Officer	
200226 Charpentier, Joshua L	Incident Respons	Firefighter	Plateman	

**K1 Person/Entity Involved**

Local Option

Business name (if applicable)

Area Code

Phone Number

☐ Check This Box if same address as incident location. Then skip the three duplicate address lines.

Mr., Ms., Mrs. First Name

MI

Last Name

Suffix

Number

Prefix

Street or Highway

Street Type

Suffix

Post Office Box

Apt./Suite/Room

City

State Zip Code

☐ More people involved? Check this box and attach Supplemental Forms (NFIRS-1S) as necessary

**K2 Owner**

☐ Same as person involved? Then check this box and skip The rest of this section.

Local Option

Business name (if Applicable)

Area Code

Phone Number

☐ Check this box if same address as incident location. Then skip the three duplicate address lines.

Mr., Ms., Mrs. First Name

MI

Last Name

Suffix

Number

Prefix

Street or Highway

Street Type

Suffix

Post Office Box

Apt./Suite/Room

City

State Zip Code

**L Remarks**

Local Option

8C1G. 43 YEAR OLD MALE. CB & ALERT. WORKING ON BASEMENT WITH POWER SAW. POSSIBLE OVERCOME BY FUMES HIGH LEVELS OF COPATIENT USING COMBUSTIBLE ENGINE, HIGH LEVELS OF CO, PEOPLE BEING EVACUATED READINGS OF 253PPM WILL BE ON SCENE VENTILATING E8 NEEDS PULSE OX METER

**L Authorization**

200018

Officer in charge ID

Lawrence, Mark J

Signature

LT

Position or rank

Assignment

02

Month

15

Day

2010

Year

Check Box if ☒ same as Officer Member making report ID in charge.

200018

Lawrence, Mark J

Signature

LT

Position or rank

Assignment

02

Month

15

Day

2010

Year



## CITY OF MANCHESTER

*Theodore L. Gatsas*  
*Mayor*

February 22, 2010

Chief James Burkush  
Manchester Fire Department  
100 Merrimack Street  
Manchester, NH 03101

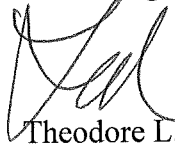
RE: Sick leave recognition

Dear Chief Burkush,

I would like to commend the members of the Manchester Fire Department that did not use sick leave during the calendar year 2009. This is a true testament to your leadership and the dedication of your personnel.

Please extend my sincere thanks to the named individuals and I look forward to a repeat performance.

Warm Regards,

  
Theodore L. Gatsas  
Mayor

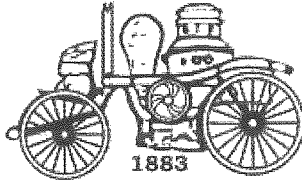
TLG/swp

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FEB 23 2010

MANCHESTER FIRE DEPT

# DERRY FIRE DEPARTMENT



*FIRE / AMBULANCE ADMINISTRATION*

14 Manning Street

Derry, New Hampshire 03038

George Klauber, Fire Chief

Emergency: 9-1-1  
Business: 603-432-6751  
FAX: 603-537-9216

March 5, 2010

James Burkush, Chief  
Manchester Fire Department  
100 Merrimack Street  
Manchester NH 03101

Dear Chief Burkush :

I want to thank the members of your department who responded on February 6, 2010 to the two alarm fire at 20 Quaker Drive, in Derry. This was an aggressive fire in a 4500 square foot home, but it was also a fire without an injury.

Your department's mutual aid response was essential to the safe extinguishment of this fire. Furthermore, the timeliness of your response and the safe manner in which your crews operated on scene are a testament to the quality of this areas mutual aid system and the professionalism of your firefighters.

Sincerely,

A handwritten signature in dark ink, appearing to read "G. Klauber". The signature is fluid and cursive.

George Klauber, Chief

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MAR 08 2010

MANCHESTER FIRE DEPT



# MARCH 9, 2010

## TRAINING DIVISION REPORT

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### DEPARTMENT PROVIDED TRAINING

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The following Department training was provided to department personnel:

- National Grid Gas Safety Program    4 classes    100 attendees    250.00 contact hours

The department hosted a training program for the members of Rescue 1 on March 2<sup>nd</sup>. This program covered the operation of the department's new HazMat ID Ranger. The overtime and backfill expenses for this program were funded by a Homeland Security grant.

The Training Division is preparing to begin a recruit school for six new hires. This program will begin on March 22 and be completed on April 16<sup>th</sup>. A graduation ceremony will be held at the Manchester Public Library, at 6:00 PM on the 16<sup>th</sup>.

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### EMPLOYEE SELF-DEVELOPMENT

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The following programs were or are being utilized by Department members for employee development:

- New Mexico Institute of Mining & Technology – 32-hour Incident Response to Terrorist Bombings, Energetics Materials Research and Testing Center– 7 members committed to attend the program 3/21/2010 through 3/25/2010. 3 members seeking approval to attend the program 4/13/2010 through 4/17/2010.
- One member of Station 10 will be attending the MSA C.A.R.E. program to become a certified SCBA technician on March 10<sup>th</sup>. He will join the ranks of department SCBA technicians who service and maintain the department's SCBA.

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### EMERGENCY MEDICAL TECHNICIAN RECERTIFICATION

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Although the refresher training program for our department paramedics, intermediates and basics has been completed, monthly training will begin next month in order to maintain continuing education hours. The training will consist of 4 hours of continuing education training in various National Registry approved training topics.

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### SAFETY COMMITTEE

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A copy of the minutes for the Safety Committee meeting, which were held on February 2<sup>nd</sup> are attached to this report.

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### IN-HOUSE COMPANY TRAINING PROGRAM

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Companies continue to formally document their company level in-house training. February training hours for each company:

- Station 2.....28.00 hours
- Station 3.....18.50 hours
- Station 4.....29.00 hours
- Station 5.....28.00 hours
- Station 6.....23.50 hours
- Engine 7.....22.00 hours
- Truck 7.....22.50 hours
- Station 8.....23.00 hours
- Station 9.....21.00 hours
- Station 10.....18.00 hours
- Engine 11 .....14.50 hours
- Truck 1.....15.00 hours
- Rescue 1.....21.25 hours

The average training hours per company for the month of February were **21.86** hours

The average training hours per company for the month of January were **15.64** hours

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### HOMELAND SECURITY

#### ASSISTANCE TO FIREFIGHTER GRANTS

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The Department was notified that it may be receiving a retroactive award for the purchase of SCBAs. Details of the award are still pending.

The Department submitted an Assistance to Firefighters grant application under the Fire Prevention section in October. The grant request was for a fire investigation support trailer. The cost of the trailer and equipment is \$22,000. There will be a 20% local match requirement of \$4,400.00. This grant is pending.

The Department has submitted an Assistance to Firefighters grant application under the SAFER section in December. The grant request was for federal assistance in hiring eight (8) firefighters. This grant is pending.

The Department has completed work on a Homeland Security Emergency Operations Center grant, which is being offered through FEMA. The grant will provide funding to complete network and telephone

connectivity in the EOC. The department is awaiting permission from the CIP committee to submit the application to FEMA. The deadline for submission is February 18<sup>th</sup>, 2010.

# **Communications Division Fire Commission Briefing March, 2010**

Next Listed Agent Class is on March 24, 2010 . Active Listed Agents are 651. Renewals went out on 11/27/09 and are coming in.

Approximately 15 fire alarm inspections have been conducted in the past month.

Radio Boxes in Service	1
Central Station in Service	5

Updates:

King Fisher representatives have forwarded us an agreement that they will donate two radio box receivers and two box printers. We are in the process of applying for license from FCC for the radio box transmission

## **Storm notes:**

6 Fire alarm box circuits were damaged along with a fire box pedestal. Approximately 1700 feet of fire alarm wire has been replaced. No report of damaged fiber optic cable to the stations. The Radio site lost electricity at the beginning of the storm (Thursday evening) and ran on back up generator power approximately 48 hours. Changeover to back up generator power and then back to PSNH was automatic with no errors reported with the system.

## **Fire Alarm notes:**

Home Depot has been in contact with us to replace the existing system. The Fire Alarm Panel submittal has been tentatively approved pending final inspection of the installed unit.

Pandora fire alarm plans submitted last week have been reviewed and contracted notified.

No application has been received yet for the Elliot at Rivers Edge project, though many phone calls have been fielded regarding the project as well as on site meetings

Ongoing monitor installation of apartment buildings

### **State Interoperability**

The State Interop. Committee finally gave us a verbal approval for the Fire and Police gateway frequencies, allowing us to continue the order process for the base stations needed to operate on these frequencies.

Gateway frequencies are radio channels that "out of town" emergency personal can contact police or fire via the Interoperability Radio.

The state has received funding to reprogram over 13,000 interoperability radios with updated frequencies. A list of the 282 radios maintained by the Communications Division has been forwarded to the Department of Safety for review. No date has been set for this reprogramming process.

STILL WAITING

### **Tower Site.**

We are working with AT&T representatives regarding the transfer of our existing antennas to their proposed tower.

Fire Commission Meeting  
Report from the Bureau of Fire Prevention  
Tuesday March 9, 2010

**Staff Meeting:** Agenda for monthly staff meeting completed. Night club overcrowding and compliance checks have been scheduled for March. Chris Davis, NH liquor commission, will assist in special targeted inspections involving the 23 City social clubs on March 19<sup>th</sup>. Joint meeting next month may include representative from the Planning & Community Development (building) Department. We hope to build a dialog regarding the overall process of permits, responsibility and other concerns.

**New Hampshire Fisher Cats:** Meeting with Matt Moore, Stadium Operations Manager and Tim Restall, Vice President of Business Operations regarding the upcoming baseball season and the pyrotechnic entertainment displays scheduled. There are currently 24 dates involving fire works and the technical understandings are consistent with last summer. Any type of outdoor event is dependent on the weather and that is especially true when it comes to baseball. Delays, postponements and cancellations are considered industry hardships and are managed with great thought. Since the beginning of time umpires, fans and ballplayers have debated the difference between sprinkles, showers and downpours. The issue with us is reasonable notification to the assigned inspector as to the change in plan.

**21 West Auburn Street:** Meeting with Planning and FPB regarding Bob Cummings report on time line for code compliance at commercial property owned by Gamache Enterprises. We all agreed that this building in its entirety will be a challenge.

**Evacuation Drill – Manchester Police Department:** Received comments from Police Chief David J. Mara regarding January 28<sup>th</sup> evacuation drill at the Police Station on 351 Chestnut Street. The Chief acknowledged our personnel and wrote in appreciation of the exercise. It was explained to us that the drill and accompanying after action report was necessary as a point for overall national accreditation. We were included in every aspect of this simulated drill and I was impressed with the resource commitment shown here. It is not easy to shut down an active business office for this practice.

**Catholic Schools:** Meeting with Mary E. Moran, Superintendent of Catholic Schools regarding February 23 correspondence outlining the time line necessary for a written plan of action. The language was reviewed from a prior correspondence and changed to reflect a new understanding discussed at this meeting. The goal here is life safety and consistency with other schools under our inspection and code authority.

James A. Burkush  
Chief of Department



**City of Manchester**  
***Fire Department***  
Fire Prevention Bureau

February 1, 2010

David Mara  
Chief of Police  
351 Chestnut St.  
Manchester NH 03101

Re: Evacuation Drill, January 28, 2010

Dear Sir,

As per your request for comment on the January 28, 2010 evacuation drill, please note the following:

- ( 1 ) The Manchester Fire Department was invited to attend the first, we believe, fire emergency evacuation drill at the Police Department facility on Chestnut Street.
- ( 2 ) Members of MFD Engine 11 assisted in the live simulation by operating a non-hostile smoke producing machine.
- ( 3 ) Our responsibility at this point was to manage the audible fire alarm system without transmission, observe the drill in its entirety and reset panel to normal position upon completion.

Observations: The Manchester Police Department headquartered at 351 Chestnut Street is a thirty year old + building which maintains administrative, dispatch, shift assembly/deployment, short term incarceration and other related occupancies consistent with the business purpose of such a facility.

The scenario presented itself as an individual entering the building and requesting a restroom where no public restrooms are available. Considering the request for what it is, the individual is escorted to an 'employees only' restroom where supervision or monitored video supervision is absent. The individual ignites or kindles a fire using combustibles found in the room or bringing in combustibles to enhance and create a more serious condition.

In the event of a fire there are several ways for the building to be placed in audible notification. Smoke/heat detection devices, manual pull station activation or water flow switch from a fused sprinkler head. Other alarm points installed including low pressure and kitchen suppression, if present, are not considered here as they do not apply to this problem.

The following directives were managed through a check list type format after fire notification. Voice evacuation order, access points secured, Police Chief notified, arriving fire resources accepted, establishment of a unified command structure, accounting for evacuees, critical services moved uninterrupted (dispatch), initiation of investigation process to determine origin and cause, damage assessments, salvage/overhaul and preparation of the property for return to owner.

**James A. Burkush**  
**Chief of Department**



**City of Manchester**  
***Fire Department***  
**Fire Prevention Bureau**

This was a very realistic drill conducted as it is more than possible for a fire emergency to occur based on this described scenario. The after event debriefing was comprehensive and informative. The plan presented was fluid enough to adapt to unforeseen issues as they arise. Although this incident was considered small and not that threatening, it is good for any operational plan to have enough 'capacity' in the plan document to manage a larger more serious event at the same facility.

A municipal Police Station is a sensitive place where some individuals in and around town may harbor grievances with the services provided there. It is most likely that an incendiary fire set in this building regardless of its size would not be a random attack. The intent of the individual would be at the very least, to disrupt operations or at worst, significantly damage the property and hurt as many of the occupants as possible. As firefighters our awareness level is elevated when we receive dispatch alerts to the Manchester Police Department building, 351 Chestnut Street.

We thank you for allowing our department to participate in this evacuation drill. Should you have any questions regarding anything in this correspondence, please contact our office anytime.

Yours truly,

Edward O'Reilly  
Chief of Fire Prevention  
Manchester NH

Cc: Capt. Scott Merrill, Engine 11